

ARE YOU READY TO ENTER THE NEW DIGITAL ERA?

Digital Strategy Project Assistant (Internship) →

Asiance, The First Brandtech Partner in Asia.

Brandtech is an advanced model of Digital Agency based in Seoul and Tokyo.

We provide innovative digital transformation and experience services for end-to-end journeys by fusing technology and creativity.

Having experience in the Asian digital marketing industry for 16 years now, we have worked with over 350 clients. We work in partnership with business leaders of the future and world-renowned brands to bring out their best potential and value in the digital world and make a positive impact on the world.

As a cross-cultural company, we work seamlessly across our four key languages - English, Korean, French, and Japanese. Our lingual and cultural expertise gives confidence to our clients about our ability to deliver beautiful work without communication being an issue.

Our expertise and insights on Asia's markets allow us to communicate effectively with both the headquarters and local branches of our global clients, oftentimes exceeding their goals.

Now with over 45 awards under our belt, the team at Asiance comes from many different backgrounds and specialties thanks to our multicultural team of over 60 digital experts working together to come up with fresh and creative ideas for our clients and partners worldwide.

Asiance is welcoming global-minded digital specialists to join our team and continue trendsetting the digital landscape in Asia.

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Recruitment Section

요건 Requirement
<p>Roles and Responsibilities</p> <p>Digital Strategy Project Assistant (Internship) in Asiance :</p> <p>The Digital Strategy team is part of the Customer Experience Unit and is in charge of consulting/building/expanding new businesses to contribute to the company's growth and helping local/global clients to build up their own digital strategies to either enter or expand their businesses in Korea.</p> <p>There are two main areas of work in this team: digital strategy consultation and digital workshops. You will have a role in both categories and also assist other team members to deliver the services to our clients.</p> <ul style="list-style-type: none"> Conduct the delivery of digital strategy-related projects through research. 디지털 전략과 관련한 리서치 프로젝트 수행 Manage the schedule and to-dos for communications both internally and externally. 스케줄을 포함한 전반적인 프로젝트 업무 계획을 내/외부적으로 관리 Support research projects in English and Korean including contributing to reports, presentations, and other client deliverables, under the general guidance from experienced team leaders. 숙련된 팀리더의 지휘/지침 하에 한국어 및 영어로 리서치 프로젝트 보조: 리포트, 발표, 프로젝트 산출물 등 포함 Be in charge of trend monitoring and analysis in digital marketing. 트렌드 모니터링과 디지털 마케팅 인더스트리 분석 Communicate with relevant stakeholders inside and outside the company under the direction of the team leader or team members. 팀원 및 팀리더의 지침 하에 프로젝트와 유관한 내/외부 이해관계자와의 커뮤니케이션 진행 Assist in the planning and creation of documents for digital workshops including email, invoicing, status checking, etc. 디지털 워크샵을 위한 콘텐츠 크리에이션, 계획 수립: 이메일, 인보이스, 워크샵 참여자 현황 체크 등 포함 Liaise with the team members and clients to gather insights and ideas for digital workshops. 디지털 워크샵과 관련한 인사이드 및 아이디어 도출을 위해 팀 멤버/클라이언트와의 지속적인 커뮤니케이션 수행 Organize and follow up for related documents and data. 디지털 워크샵 전후로 관련 문서 및 데이터 구조화/정리/팔로업 실행 <p>Skills :</p> <ul style="list-style-type: none"> Fluency in both Korean and English are mandatory. - both verbally and in writing 비즈니스 한국어 및 영어 구사가 능통하신 분 MS Office and Google drive proficiency (PPT, Excel, Word skills are mandatory). MS Office, Google drive에 높은 숙련도를 보유하신 분 (PPT, Excel, Word 역량 필수) Well-organized 디지털 플랫폼 사용에 능숙하고 데이터 정리에 능숙하신 분 Interest and understanding of digital marketing, UI/UX projects, or business development related to the company's services (any experience related to this work is preferred). 디지털 마케팅, UI/UX 프로젝트, 사업 개발에 대한 흥미와 이해도가 높으신 분 (관련 경험자 우대) Self-driven and self-motivated with a go-getter attitude. 적극/선제적인 태도를 보유하신 분 Team player and proactive leader in the work that she/he is in charge of. 팀원/리더로서 책임감을 갖고 프로젝트를 진행하실 수 있으신 분 Good and professional communication and writing skills to deliver what he/she wants and understanding of others' needs. 팀원 및 클라이언트의 니즈를 정확히 파악할 줄 알며 이를 문서화하여 원활한 커뮤니케이션을 진행할 수 있으신 분 Logical thinker and problem solver who takes responsibility for the given work. 논리적 사고와 우수한 문제 해결 능력을 보유하신 분 Sensibility in reading and searching/understanding trends. 트렌드에 민감하고 이해도가 높으신 분

Benefit

 <p>연 1회 보너스 지급 Annual bonus</p>	 <p>해외 워크샵 Overseas workshops</p>	 <p>매월 생일파티 Monthly breakfast events</p>	 <p>자유로운 연차휴가 Holiday flexibility</p>
 <p>매주 수요일 자율 재택근무 Working from home every Wednesday (Flexible)</p>	 <p>매월 마지막 금요일 4시 퇴근 Leaving work at 4 o'clock on the last Friday of the month</p>	 <p>장기근속자 포상 및 유급휴가 Long-term employee rewards & paid vacation</p>	 <p>구정 및 추석 상품권 지급 Chuseok & Lunar New Year Gifts</p>

Working environment

<p>근무시간 Working Hours</p> <p>9 : 30 ~ 18 : 30 (Lunch Time 12: 30 ~ 13: 30)</p>	<p>근무일 Working Days</p> <p>월요일 ~ 금요일 Monday to Friday</p>	<p>회사 위치 Location</p> <p>서울시 중구 정동길 33, 신아기념관 4층 4F. Shin-a memorial hall, 33 Jeongdong-gil, Jung-gu, Seoul, 04518, Korea</p>
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How to apply

- STEP 01**
입사지원

Submit your **English / Korean resume, cover letter and / or portfolio** to job@asiance.com
job@asiance.com으로 국/영문 이력서, 커버레터, 포트폴리오 제출
- STEP 02**
서류 전형

Internal review to check the qualification.
내부 서류 심사 후 적격 여부를 판단
- STEP 03**
면접 전형

First interview → Second interview.
1차 면접 후 2차 면접 진행
- STEP 04**
연봉협상 및
평판 조회

Reference check and salary negotiation.
연봉협상 및 평판 조회
- STEP 05**
최종 합격

Determine the start date.
합격 후 입사 시기 조율 및 입사